

County of San Diego, Health and Human Services Agency (HHSA) CalWORKs Program Guide

Annual Reporting/Child Only (AR/CO) Caseload Management

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44-260.K

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Background

Senate Bill (SB) 1041 requires certain CalWORKs cases with no eligible adult in the Assistance Unit (AU) to be transitioned from a periodic reporting system to an Annual Reporting (AR) system effective October 1, 2012.

Policy

44-260.K.1 Common Aid Codes for AR/CO Cases

CalWORKs aid codes may be used to identify some of the common Assistance Unit (AU) scenarios that meet AR/CO criteria:

AR/CO Scenario	Aid Code
Safety Net cases: <ul style="list-style-type: none">All adults in the AU have timed-out of CalWORKs	K1, 3F
Zero Parent cases: <ul style="list-style-type: none">Ineligible non-citizen parent(s) or caretaker(s)Certain sanctioned parent(s) or caretaker(s)	33
Zero Parent cases: <ul style="list-style-type: none">Non-needy caretaker relativesParent(s) or caretaker(s) receive SSI	3R

Notes:

- The CalWORKs aid code alone cannot always be used to identify an AR/CO case.
- Note:** A person convicted in state or federal court, after December 31, 1997, of a drug related felony, is ineligible for CalWORKs from the date of conviction up to March 31, 2015. Effective April 1, 2015, the prohibition from receipt of CalWORKs for individuals has been repealed.
ACL No. 14-100, ACL 15-92, ACIN I-02-16

44-260.K.2 Case Special Indicator

Use the following case-level special indicator to identify AR/CO cases: ***CW Annual Reporting Child Only.***

The Eligibility Worker is responsible for ensuring that CalWIN reflects an:

- End-date for the special indicator when an AR/CO case transitions to SAR; and
- Effective date for the special indicator when a SAR case becomes an AR/CO case.

See CPG 44-260.J for additional information.

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44-260.K.3 Specialized Caseload Banks

Effective October 2012, use the following caseload banks when assigning an active CalWORKs case that meets AR/CO criteria:

Office	AR/CO Caseload	Bank Name
Centre City FRC	CRAR	CC AR/CO Case, Bank
El Cajon FRC	LRAR	EC AR/CO Case, Bank
Lemon Grove FRC	GRAR	LG AR/CO Case, Bank
North Central FRC	HRAR	NCE AR/CO Case, Bank
North Coastal FRC	KRAR	NC AR/CO Case, Bank
North Inland FRC	ERAR	NI AR/CO Case, Bank
NI Fallbrook CRC	EFAR	FA AR/CO Case, Bank
NI Ramona CRC	EEAR	RA AR/CO Case, Bank
Northeast FRC	NRAR	NE AR/CO Case, Bank
South Region FRC	VRAR	SR AR/CO Case, Bank
Southeast FRC	SRAR	SE AR/CO Case, Bank

Procedure:

None.

Impacts:

None.

References:

ACL 12-49

ACL 12-49E

ACL 14-100

ACL 15-92

ACIN I-02-16

Approval for Release:

March 22, 2016

Sunset Date:

This policy will be reviewed for continuance by March 31, 2019.